

# **LATENT FINGERPRINT EVIDENCE**

## **A. If your agency has:**

1. Evidence you wish to have processed for **latent prints, or lift cards, or 1:1 photographs with a victim/suspect print or appropriate subject information** (i.e. DOB/SS#/SID#), it should be submitted to the ISP FS Latent Fingerprint Section.

2. Depending on the type of evidence, it may be hand delivered, delivered by UPS, Federal Express, or Certified U.S. Mail. Please direct the above submissions to:

**ISP FS Latent Fingerprint Section  
700 S. Stratford Drive, BLDG 1  
Meridian, ID 83642-6202**

3. **Latent lifts or 1:1 photographs with no associated suspect or victim** elimination prints should be submitted directly to the ISP Bureau of Criminal Identification so that they may be expeditiously entered into the AFIS system. (BCI does not have the facilities to process evidence for latent prints, that function is carried out by the latent fingerprint examiners in Forensic Services – see point number 1.)

**ISP Bureau of Criminal Identification  
700 S. Stratford Drive, BLDG 1  
Meridian, ID 83642-6202**

## **B. Packaging**

1. Wrap items for fingerprinting in smooth paper and place in an evidence envelope. Place evidence tape and initials to seal.
2. If the item has liquid in it, pour the liquid out and use a small piece of paper toweling in the opening to serve as a wick.
  - a. Do NOT use paper toweling or peanuts to wrap the item itself, as this will damage the prints.
3. Tape – do not fold the tape on itself. Stick to a piece of heavy-grade plastic and place in an evidence envelope, with evidence tape and initials on seals.
4. 10-Print Cards – place in evidence envelope and seal with evidence tape and initials.

## **C. Who to Contact:**

1. If you have any questions concerning case work or the packaging of evidence, please feel free to contact us at one of the numbers listed below.

The lab number is (208) 884-7170.

**Latent print processing or comparison** inquiries should be directed to Randy Parker, Latent Fingerprint Section Supervisor at (208) 884-7149.

**AFIS** inquiries should be directed to Dawn Peck, BCI Operations Officer at (208) 884-7136.

**Agencies should make requests** for crime scene assistance by contacting the laboratory or ISP Dispatch if after hours.